

Idaho Real Estate Education Council
Regular Council Meeting
November 28, 2007
Minutes

Pursuant to notice given, a **Regular** meeting of the Idaho Real Estate Education Council (Council) was initiated at the Commission office, 633 North Fourth Street, Boise, Idaho.

Members Present:

Beckie Kukal, Chair, Jerome
Gail Heist, Vice Chair, Boise
Donna Capurso, Member, Bonners Ferry
Maris Cukurs, Member, Idaho Falls
Jeanne Jackson-Heim, Executive Director
Andy Enrico, Commission Representative, Boise

Members Absent:

Others Present:

Chuck Byers
Dennis Jonas
Denise Fuit

Staff Present:

Sue McClintock, Education Director
Saunya Prisock, Administrative Assistant

Call to Order: Chair Kukal called the November 28, 2007 meeting of the Idaho Real Estate Commission Education Council to order at 8:30 a.m.

Agenda: Ms. Kukal asked if there were any additions or changes to the Agenda. Mr. Heist has a meeting to attend at 10:00 A.M. and will return. Mr. Heist departed at 9:43 A.M. and returned 11:47 A.M.

A motion was made by Ms. Jackson-Heim to approve the revised meeting agenda. Motion carried.

Minutes: A motion was made by Mr. Heist to approve the October 17, 2007 meeting minutes. Motion carried.

Council Matters: Ms. Capurso discussed having the meeting packet dispersed in advance via CD again rather than having it available on the FTP website due to the slow downloading time. Ms. Jackson-Heim pointed out this was an unusually busy month therefore creating a lot more information for the Council packets and explained coming months would not be similar. It was also explained the postage was very high to send out the CDs as before because they were always shipped overnight delivery. Various Council members offered to donate CDs and postage to alleviate this problem. Another benefit of the CD, Council members enjoyed, was the flexibility of being able to take it with them. Ms Jackson-Heim offered to talk to each person to see what issues they each face in regards to accessing and downloading the information from the FTP website. Ms. Jackson-Heim offered to look into a type of bookmarking that could potentially be done within the PDF document that would assist in quickly locating specific items. The suggestion of labeling the sections was also made. Rather than numerically titling the sections possibly give descriptive titles as to what is in the section therefore making it easier to navigate throughout the text.

Another subject Ms. Jackson-Heim introduced were the Council member's e-mail addresses on the website, posing the question of; were the Council members comfortable having them displayed there. The consensus was yes.

Review Council Goals: Revised BCOO to May of '08 rather than Aug '07. Item #8, 'Test Providers' was added as mentioned by Ms. McClintock. Mr. Cukurs has not heard anymore regarding PSI, they are having another meeting in January which he plans to attend. They contacted Ms. Jackson-Heim asking for all licensees e-mails addresses to send surveys to.

A motion was made by Chair Kukal to approve council goals. Motion carried.

Curriculum Realignment Workgroup Update: Mike Gamblin has taken the re-worked modules 1 & 2 and is going to do a trial run with them. Ms. McClintock stated they do add up to 45 hrs ea. Forms are now included to be taught and be able to be filled out in class. At the workgroup it was discussed that enough has been removed from the original courses there is now time to concentrate on forms in class rather than give them only as homework. The statutes do state there has to be so many classroom hrs. Ultimately the pilot will show if something just doesn't work or if the new curriculum is just fine. Additional education hours would be nice to add, but at this juncture that is not possible.

Sales Pre-license Modules 1 & 2 – Proposed Plan of Action: Mike Gamblin is scheduled to do the pilot in January although there are pieces that are still being worked on by him that need to be done. Thought was for Ms. McClintock to attend

one class to take notes and observe. Also final course exams need to be developed. Another date for a meeting needs to be set and will be done after the pilot class.

BCOO Update: It was found out that only one project manager and one worker at BSU were assigned to the project. After several phone calls and numerous one-on-one meetings concerns were expressed and it was decided it would be best to delay this project until next spring thus changing the delivery date to May 2008. This way there will be an entire team dedicated to work on the project.

ARELLO Education Content Certification Program: A letter was received from ARELLO asking for support of their program called Education Content Certification Program. We cannot require this certification for courses taught in this jurisdiction. Does IREC automatically want to approve and recognize those that have ARELLO certification? Discussion ensued...

Ms. Jackson-Heim made a motion to support ARELLO's program, but not to automatically approve and recognize those that have ARELLO certification. Motion carried.

IDW Update: The 2008 IDW will be 05/20/08 thru 05/21/08. Scheduled to precede the IDW is the Education Council Meeting on 05/19/08. Occurring after the IDW is the Commission Meeting on 05/22/08.

The IDW is going to take place at The Double Tree Riverside. The CORE class will be presented in the morning of the second day, 05/21/08. In the afternoon, Promissor will be presenting. On the first day will be "train-the-trainer" presented by BSU.

Review of Final Draft of Certification Policy: The new title is now Education & Certification Policy. Several changes have been made. Need to delete requirement to submit 'confirmation of using Commissions attendance policy' from the provider application.

Need to reword will be notified within 10 days of councils determination (changing to approval / disapproval).

Discussion ensued....

Review of Revised Forms: New/revised forms were reviewed and discussed. Need to change "determination" to "approval/disapproval" in the application instructions.

A motion was made by Maris Cukurs to approve Certification policy and forms as revised. Motion carried

Review of Education Fund Awards Process, Application, and Agreement: Discussed revising the form to change sentences that ended with 'will be notified of

Council's determination,' to become 'will be notified of Council's approval / disapproval.'

Mr. Cukurs moved for the Education Fund Awards process with revisions as discussed motion carried.

Reports: The following reports were reviewed and placed on file in the Commission office.

- Analysis of the License Base
- License Exam Statistics Report
- Compiled Evaluations
- Certification Index Reports
- Budget Report
- Approved Certifications for Council Ratification

List of Approved Certifications for Council Ratification:

Executive Session: In accordance with section 67-2345 (1) (d), Idaho Code, a motion was made by Ms. Capurso to adjourn to executive session to consider records that are exempt from disclosure as provided in Section 9-340C(9), Idaho Code, and which records relate to the following subjects: Education Special Considerations, Course Applications and Instructor Special Considerations Motion carried.

Executive Session: In accordance with section 67-2345 (1) (d), Idaho Code, a motion was made by Mr. Enrico to adjourn out of executive session, submitted pursuant to Section 9-340C (9), Idaho Code. Motion carried.

A motion was made by Ms. Jackson-Heim to recommend approval of Education Fund Award Application 08-021. Motion carried.

A motion was made by Ms. Jackson-Heim to recommend approval of Education Fund Award Application 08-22.. With the following stipulation: That the applicant submit a budget, include "available to all licensees" in advertising, and to also place "underwritten with CP fine money" in advertising. Motion carried

A motion was made by Jeanne Jackson-Heim to recommend approval of Education Fund Award Application 08-023. In the amount of \$1000 under the following stipulations: "underwritten with CP fine money and class available to all licensees" to be included in advertising and no limit on number of attendees. Motion carried

A motion was made by Ms. Jackson-Heim to recommend approval of Education Fund Award Application 08-024 in the amount of \$1000. Providing the following requirements are met: the following to be included in the advertising “underwritten with CP fine money,” to make it available to all licensees and no limit on number of attendees. Motion carried

A motion was made by Mr. Cukurs to Deny Special Consideration 08-016. Motion carried.

A motion was made by Mr. Cukurs to Deny Special Consideration 08-017. Motion carried.

A motion was made by Mr. Cukurs to approve Special Consideration 08-018. To extend exam scores through 12/31/2007. Motion carried.

A motion was made by Mr. Cukurs to Approve in part and deny in part Special Consideration 08-019. Real Estate Law class waived, but the Broker Management course must be completed. Motion carried

A motion was made by Mr. Cukurs to deny Special Consideration 08-020, applicant may submit course outlines for Wyoming GRI for reconsideration to Council. Motion carried.

A motion was made by Mr. Cukurs to deny Special Consideration 08-025. Applicant can re-submit with outlines of Washington Broker Management and the Washington Real Estate Law courses for further consideration. Motion Carried

A motion was made by Mr. Cukurs to approve the following course renewal applications:

Understanding the Foreclosure Process

Real Estate Asset Preservation

The Listing Clinic

Property Disclosure and Red Flags

Reverse Mortgages for Senior Homeowners

Property Disclosures: The Real Estate Professionals Guide To Reducing Risk

Motion carried.

A motion was made by Ms Jackson-Heim to approve the following new course applications:

Property Management-Taking Care of Business
Managing All Types of Rental Units
Client Focused Communications
Basics of Real Estate Finance
Bad Loans Predatory & Fraud
Homeowner's Association Management
A Day In the Life of an Appraiser
Effective Communication
Homes For All: Serving People with Disabilities
Leveraging Time
The Loan: An Overview
Negotiations
NARPM Ethics
NARPM Tenancy
Agency-The Big Picture
Qualifying-Buyer & Property
Handling Objections
Basic Construction Terms From the Ground Up
Advanced Home Inspection
Introduction to Property Management
Risky Business (Reducing Your Risk)

A motion was made by Mr. Enrico to deny the following new course application entitled Emotional Excellence: Handling Life's Challenges due to not fitting within approved topics. Motion carried.

A motion was made by Ms. Jackson-Heim to deny the following course renewal application entitled Feng Shui for Marketing and Sales. Due to not fitting within approved topics. Jackson-Heim, Kukal, Enrico, Heist and Capurso in favor and Cukurs opposed. Motion carried.

A motion was made by Ms. Jackson-Heim to approve the following four hour modules for CE credit:

IREC Risk Reduction Course
IREC Residential Marketing Analysis Course
IREC Contract Principles Course
IREC Agency Course
IREC Forms 1 Course
IREC Forms 2 Course
IREC Professional Conduct and Ethics Course
IREC Negotiations and Closing Course

Motion Carried.

A motion was made by Ms. Jackson-Heim to approve all instructor applications with conditions and clarifications as listed below:

Evan Cook certified instructor application to teach CORE 2007-Approved
Teena Turner-Approved for renewal of current courses she is teaching. To begin teaching the Brokerage Management course a supplemental application must be submitted.

Kathy Martin-Approved to begin teaching the CORE class. For Brokerage Management, Real Estate Finance and Business Conduct and Office Operations all must be observed and pass the final course exams.

T.J. Angstman certified instructor application renewal to continue to teach Real Estate Law-Approved

Motion Carried.

A motion was made by Ms. Jackson-Heim to approve the provider renewal application of Sheila Sipiora. Motion carried.

A motion was made by Mr. Enrico to adjourn the meeting at 1:45PM. Motion carried.

Respectfully submitted,

Saunya Prisock
Education Assistant

**Minutes of the Idaho Real Estate Education Council meeting held in Boise,
Idaho, on November 28, 2007 are hereby approved.**

Beckie Kukal, Chair

Gail Heist, Vice Chair

Maris Cukurs, Member

Donna Capurso, Member

Andy Enrico,
Commission Representative

Jeanne Jackson-Heim,
Executive Director

The next regularly scheduled meeting is set for January 16, 2008.

Advise the Commission of any individuals with disabilities needing accommodation
at least three business days prior to any meeting.